

Parks & Recreation Advisory Board
Regular Meeting
March 2, 2010 at 7:00 p.m.
301 Walnut Street, Town Board Room

A. **Call to Order.**

1. Roll Call.

Chairman Thompson called the regular meeting of the Parks and Recreation Advisory Board to order on Tuesday, March 2, 2010 at 7:13 p.m. This meeting was held in the Town Board Chambers at 301 Walnut Street, Windsor, Colorado.

The following Parks and Recreation Advisory Board members were present:

Don Thompson - Chair
Phil Boatright
Jackie Compton
Trish Hunter
Carlene Irion
John Pankonin

Lori Zuccolin was absent (excused)

The following Town staff was present:

Melissa Chew, Parks & Recreation Director
Wade Willis, Parks & Open Space Manager
Tara Fotsch, Recreation Manager
Carrie Knight, Art & Heritage Manager
Mary Lee, Deputy Town Clerk

The following Town Board member was present:

Nancy Weber

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board.

Ms. Compton moved to accept the agenda as presented. Ms. Hunter seconded the motion. All members present voted Aye. Motion carried.

3. Youth Advisory Board Report

Ms. Fotsch briefly reviewed recent activities of the Teen Advisory Board and the Youth Advisory Board, noting their next meeting will be March 17 at Loodles.

4. School Board Report

Ms. Irion reported work is on-going on the tennis court repairs/construction and lighting.

4. Town Board Report

Ms. Weber had no report.

5. Public invited to be heard.

Ms. Jolitta Effinger addressed the Board stating concerns about safety on Windsor Lake. She read a letter highlighting details of a kayaking outing on the Lake where she and two friends were involved in a near-miss situation with a motorized boat. She told of her report to the Parks and Recreation Department and asked what steps have been taken to assure the safety of those in non-motorized boats, swimmers, and those using the beach. Ms. Effinger also questioned if there are any formal consequences for unsafe acts on the Lake.

Ms. Chew reviewed the regulations for motorized boats on the Lake, and detailed steps taken following Ms. Effinger's report. She noted staff has been directed to reiterate state laws and Windsor policies regarding boating when issuing permits. Ms. Fotsch added State laws prevail when boating, and the Boat Patrol operator has the option of contacting the Police Department if enforcement becomes a question. The Board expressed their concerns for citizen safety, and urged staff to do all they can to reinforce the need for safe practices to motorized permit holders, and asked that the Boat Patrol monitor safety issues at the Lake more closely.

Joe Jackson representing Boy Scout Troop 119, Longs Peak Council, and a student at Preston Middle School spoke briefly about plans for his Eagle Scout project. The project must benefit the community, show leadership skills, and make a lasting impact on the community. Mr. Jackson has chosen to assemble *traveling trunks* that have an educational theme and support events of importance to local history. He will begin interviewing students and teachers to determine what topics will have the most significant benefit to them. Once topics are chosen, trunks will be assembled, and an advertising campaign will notify the citizens of the availability of the trunks.

B. Consent Calendar

1. Approval of Minutes.

Mr. Pankonin moved to approve the Minutes from the February 2, 2010 meeting as written. Ms. Compton seconded the motion. All members present voted Aye. Motion carried.

C. Board Action/Review Items

1. Action / Museum Mission Statement

A revised Mission Statement was distributed to the Board. The revised statement is: *The Town of Windsor Museum serves the local and regional community by creating and fostering opportunities for curious investigation and appreciation of*

Windsor's unique past and present through exhibitions, collections stewardship, and educational programming. Ms. Knight briefly explained the Mission Statement revision process.

Mr. Boatright moved to recommend Town Board adopt the Museum Mission Statement as developed. Mr. Pankonin seconded the motion. All members present voted Aye. Motion carried.

2. Action / De-Accession of Museum Items

Ms. Knight facilitated a discussion of this process at this evening's Work Session.

Mr. Pankonin moved to recommend Town Board de-accession the items in the Town of Windsor Museum collections as recommended by the Art & Heritage Manager and Museum Curator for such action. Ms. Iron seconded the motion. All members present voted Aye. Motion carried.

D. Communications

1. Communications from Town Parks & Recreation Management Staff

- Ms. Knight reported that a grant has been approved that will allow 2 conservators to examine and inventory the Town's collections for 2 days in June or July. The Summer Concert Series bands have all been booked and requests for sponsorships are underway. The public art piece, a mixed media collage, will be unveiled at the Community Recreation Center on March 12. Ms. Knight also noted she is working with the Windsor-Severance Library District, and the Windsor-Severance Historical Society to present programs, and a lecture/question & answer sessions at the Art & Heritage Center.
- Mr. Willis reported approval has been received for shelter replacement at Windsor West Park, and for replacement of one of the wells at Main Park. An RFP is in process for a contract for maintenance services for locations west of County Road 13. Seeding and irrigation system installation should be complete at Covenant Park by April 15. He added, work continues with a water attorney to comply fully with water law at Windsor Lake. Ms. Weber stated this project has been a huge success, and is a very positive step for the community.
- Ms. Fotsch reported work continues on lighting and surfacing of the tennis courts. She highlighted a newly formed partnership with Highland Meadows Golf Course that will include Start Smart golf, golf camps, clinics, lunch 'n learn, movies and a Windsor discount day. The climbing wall at the CRC is set for a *soft open* on June 1; additional staff will be needed to run the program full-time. New lights have been installed at the CRC. The new senior van is in operation, and includes a wheel chair lift. The alcohol concession for the CRC has been awarded to Mark Manicone. Work is underway on the summer brochure.

- Ms. Chew reported the Town Board adopted the Diamond Valley Master Plan and the Special Event Guidelines, amended to include a \$250.00 refundable deposit. She thanked Jackie Compton for her work on the Windsor Charter Academy grant application to Great Outdoors Colorado (GOCO) for playground amenities, stating a determination will be made by June. She outlined the Three-Bells Conservation Easement area, noting that would take another step in alignment of the Poudre Trail. Ms. Chew also touched on a possible partnership with the YMCA that could potentially include a swimming pool and fitness area at the CRC, stating an agreement could be reached in 2010.

2. Communications from Chairperson and Board

There were no further communications from the Board.

E. Adjourn.

Mr. Pankonin moved to adjourn the meeting at 8:11 p.m., until the April 6, 2010 meeting, or call of the chair. Mr. Boatright seconded the motion. All members present voted Aye. Motion carried.

CERTIFICATION:

Approved by the Windsor Parks and Recreation Advisory Board on the 6th day of April, 2010.

Submitted by:



Mary Lee
Deputy Town Clerk